

Institutional Characteristics

Part A - Educational Offerings

1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.

- ☐ Occupational, may lead to a certificate, degree, or other formal award
- ☐ Academic, leading to a certificate, degree, or diploma
- ☐ Recreational or avocational (leisure) programs
- ☐ Adult basic or remedial instruction or high school equivalency
- ☐ Secondary (high school)

2. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 3,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement

[illegible]

Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

☐ Public - Specify

Primary control

Secondary control (if applicable)

Select One

Select One

☐ Private for-profit

☐ Private not-for-profit independent (no religious affiliation)

☐ Private not-for-profit religious affiliation - Specify

Select One

2. What award levels are offered by your institution? [Check all that apply]

Award Level

1

☐ Postsecondary award, certificate, or diploma of less than one academic year

☐ less than 900 contact or clock hours, or

☐ less than 30 semester or trimester credit hours, or

☐ less than 45 quarter credit hours

2

☐ Postsecondary award, certificate, or diploma of at least one but less than two academic years

☐ at least 900 but less than 1800 contact or clock hours, or

☐ at least 30 but less than 60 semester or trimester credit hours, or

☐ at least 45 but less than 90 quarter credit hours

3

☐ Associate's degree

4

☐ Postsecondary award, certificate, or diploma of at least two but less than four academic years

☐ 1800 or more contact or clock hours, or

☐ 60 or more semester or trimester credit hours, or

☐ 90 or more quarter credit hours

12

☐ Other (specify in box below)

You may use the space below to provide context for the data you've reported above.

Part B - Organization - Calendar System

Your response to the next question determines how your institution reports Graduation Rates data in the spring and how you report student charges in Part D of this survey.

If the calendar system differs from prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

3. What is the predominant calendar system at the institution? [Choose one]

If your institution measures courses primarily by contact hours, or offers primarily occupational programs measured in credit hours, select one of the following calendar systems.

Checking one of the following determines that your institution will provide Graduation Rates data based on a FULL YEAR COHORT and student charges data will be requested by PROGRAM.

- ☐ Differs by program
- ☐ Continuous basis (every 2 weeks, monthly, or other period)

If your institution offers primarily academic programs measured in credit hours, select one of the following Standard academic terms below.

Checking one of the following determines that your institution will provide Graduation Rates data based on a FALL COHORT and student charges data will be requested on a FULL ACADEMIC YEAR.

- ☐ Semester
- ☐ Quarter
- ☐ Trimester
- ☐ 4-1-4 or similar plan
- ☐ Other academic calendar

Part B - Organization - Student Enrollment

4. Does your institution enroll any of the following types of students?

Include all levels that your institution offers, even if there are no students currently enrolled at that level. The reported full- and part-time 2007 Fall Enrollment counts are provided for your reference.

Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Winter and Spring collections. Additionally, checking Yes for full-time, first-time students determines that your institution must report pricing data (on the IC survey) and Student Financial Aid data (in the Spring collection) for this cohort. Full- and part-time 2007 Fall Enrollment counts are provided for reference.

	Full-time				Part-time			
Students in academic or occupational programs	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes
First-time students	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes

Estimated 2008 Fall Enrollment

Please provide an early estimate of the institution's fall enrollment for all levels offered, as indicated above. Estimates should be based on the definitions used in the IPEDS Enrollment component submitted in the Winter/Spring collections. These data will NOT appear in College Navigator, but will be made available in IPEDS data dissemination.

	Full-time	FT PY Enroll- ment	Part-time	PT PY Enroll- ment	Total
Students in academic or occupational programs	<input type="text"/>		<input type="text"/>		
Number of students reported above who are first-time students	<input type="text"/>		<input type="text"/>		

5. For academic year 2005-06, did your institution enroll any full-time, first-time students?

If you answer Yes to this question, you will be required to provide Graduation Rates data for 2005-06 in the Spring collection. If you answer No to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested. If you reported any full-time, first-time degree/certificate-seeking students on the 2005-06 Enrollment survey, the data will be preloaded below.

- ☐ No
- ☐ This institution did not enroll full-time, first-time degree/certificate-seeking students.
- ☐ This institution was not in operation in 2005-06.
- ☐ Yes

Cohort from 2005-06 Enrollment of full-time, first-time degree/certificate-seeking students (GRS Cohort)

Part B - Organization - System Name

6. System, Governing Board or Corporate Structure (please see instructions for reporting System or Corporate data).

Note: Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.

If you need assistance, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

- ☐ This institution is NOT a part of a system or corporate entity.
- ☐ This institution is a part of a system or corporate entity.

Specify name of the system or corporate entity.

Part C - Admission Requirements and Services - Open Admission

1. Does your institution have an open admission policy for all or most entering first-time students?

If you answer **No** to this question you will be expected to answer additional questions (C2, C3, and C4) regarding your admissions procedures. **Note:** If the only requirement for admission is a high school diploma, your institution is still considered open admission.

☐ Yes

☐ No

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part C - Admission Requirements and Services - Admission Considerations

2. Please select the option that best describes how your institution uses any of the following data in its selection process.

Admission Considerations	Required	Recommended	Neither Required nor Recommended	Don't Know
Secondary school GPA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Secondary school rank	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Secondary school record	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Completion of college-preparatory program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recommendations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<u>Admission test scores</u>				
(SAT / ACT)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other Test (Wonderlic, WISC-III, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<u>TOEFL</u> (Test of English as a Foreign Language)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Part C - Admission Requirements and Services - Selection Process

3. Please provide the number of first-time, degree/certificate-seeking students who applied, were admitted, and enrolled (full or part time) at your institution for the most recent Fall period available. Include early decision, early action, and students who began studies during the summer prior to the selected fall reporting period. See instructions for further information.

Select reporting period: ☐ Fall 2007 ☐ Fall 2008

	Men	Women	Total
Number of <u>applicants</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Number of <u>admissions</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Number enrolled <u>full time</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Number enrolled <u>part time</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. If test scores are required for admission for first-time, degree/certificate-seeking students please provide the following information: the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. Provide SAT writing test scores *only* if used for admission. DO NOT convert test scores; scores must be reported separately. Provide data for the most recent group of enrolled students for whom data are available; include new students admitted the summer prior to the selected fall reporting period.

Select reporting period ☐ Fall 2007 ☐ Fall 2008 ☐ Test scores NOT required

Number submitting <u>SAT</u> scores	<input type="text"/>
Percent submitting SAT scores	<input type="text"/>
Number submitting <u>ACT</u> scores	<input type="text"/>
Percent submitting ACT scores	<input type="text"/>

	<u>25th Percentile</u>	<u>75th Percentile</u>
SAT Critical Reading	<input type="text"/>	<input type="text"/>
SAT Math	<input type="text"/>	<input type="text"/>
SAT Writing	<input type="text"/>	<input type="text"/>
ACT Composite	<input type="text"/>	<input type="text"/>
ACT English	<input type="text"/>	<input type="text"/>
ACT Math	<input type="text"/>	<input type="text"/>
ACT Writing	<input type="text"/>	<input type="text"/>

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part C - Admission Requirements and Services - Special Learning Opportunities

5. Does your institution accept any of the following? [Check all that apply]

- ☐ Dual credit (college credit earned while in high school)
- ☐ Credit for life experiences
- ☐ Advanced placement (AP) credits
- ☐ None of the above

6. What types of special learning opportunities are offered by your institution? [Check all that apply]

- ☐ Distance learning opportunities (e-learning)
- ☐ ROTC
 - ☐ Army
 - ☐ Navy
 - ☐ Air Force
- ☐ Study abroad
- ☐ Weekend/evening college
- ☐ Teacher certification (below the postsecondary level)
 - ☐ Students can complete their preparation in certain areas of specialization
 - ☐ Students must complete their preparation at another institution for certain areas of specialization
 - ☐ This institution is approved by the state for the initial certification or licensure of teachers
- ☐ None of the above

Part C - Admission Requirements and Services - Student Services

8. Which of the following selected students services are offered by your institution? [Check all that apply]

- ☐ Remedial services
- ☐ Academic/career counseling services
- ☐ Employment services for current students
- ☐ Placement services for program completers
- ☐ On-campus day care for children of students
- ☐ None of the above

9. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- ☐ Have our own library
- ☐ Do not have our own library but contribute financial support to a shared library
- ☐ Neither of the above

10. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- ☐ No
- ☐ Yes
 - ☐ Tuition guarantee
 - ☐ Prepaid tuition plan
 - ☐ Tuition payment plan
 - ☐ Other (specify in box below)

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on-campus or in institutionally-controlled housing?

If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).

☐ No

☐ Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).

☐ No

☐ Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).

☐ No

☐ Yes - Enter the number of meals per week in the maximum meal plan available

☐ Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Student Charges - Number of programs

7. How many **programs** are offered at your institution?

Specify number of programs

Part D - Student Charges - Price of Attendance

9. Price of attendance for entering students

Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.

Largest program:

CIP Code

Title

Total length of program

in

contact hours

in

credit hours

Average number of months it takes a full-time student to complete this program

If your largest program has changed from the one listed above, or if no program appears above, click the 'enter new largest program' link, choose a program and enter data for all three years. Note: if your institution participates in Title IV programs, you must complete all cells.

[Enter new largest program](#)

If the institution charges an application fee, indicate the amount.

Amount

Prior year

Application fee

Published Student Charges

2006-07

2007-08

2008-09

Tuition and fees

Books and supplies

On campus:

Room and board

Other expenses

Off campus (not with family):

Room and board

Other expenses

Off campus (with family):

Other expenses

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part D - Student Charges - Program Data

10. Please list your second through sixth largest programs and provide the requested information for each program. To enter a CIP code and program title, click on the select button, and then click on the program from the list provided. Choosing clear will remove the CIP code and title. Report the tuition and fees and the cost of books and supplies for the TOTAL LENGTH OF THE PROGRAM. Also report the length of the entire program in terms of contact or credit hours and provide the number of months it takes a full-time student to complete the entire program.

	CIP Code	Tuition and required fees	Cost of books and supplies	Total length of program	Program Measurement		# of months to complete
1st					<input checked="" type="radio"/> Contact hours	<input type="radio"/> Credit hours	
	Title						
2nd	<div>select clear</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<div>jm</div> Contact hours	<div>jm</div> Credit hours	<input type="text"/>
	Title						
3rd	<div>select clear</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<div>jm</div> Contact hours	<div>jm</div> Credit hours	<input type="text"/>
	Title						
4th	<div>select clear</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<div>jm</div> Contact hours	<div>jm</div> Credit hours	<input type="text"/>
	Title						
5th	<div>select clear</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<div>jm</div> Contact hours	<div>jm</div> Credit hours	<input type="text"/>
	Title						
6th	<div>select clear</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<div>jm</div> Contact hours	<div>jm</div> Credit hours	<input type="text"/>
	Title						

You may use the space below to provide context for the data you've reported above.

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

<u>Room</u> and <u>board charges</u>	Amount	Prior year
Room charge (Double occupancy)	<input type="text"/>	
Board charge (Maximum plan)	<input type="text"/>	
Combined room and board charge (Answer only if you CANNOT separate room and board charges.)	<input type="text"/>	

Part E - Additional Information - New Institutions

This screen applies to new schools only.

4. What percentage of your students are enrolled primarily in postsecondary programs?

Select One 

